

ROADMAP
Bid No. 8473-4/12-4 – Traffic Control Sign Fabrication (pre-qualifications)
Spot Market Purchase Procedures
Contract Period: 5/1/12 through 10/31/18
DPM may apply changes to the roadmap as necessary

Scope:

- The overall scope of work shall consist of purchase of traffic control sign fabrication and aluminum sign blanks and break-away galvanized sign base posts, as per Section 3 Technical Specifications.
- The contract includes two Groups; A & B
 - Group A is for Traffic Sign Fabrication – pre-qualifications)
 - Group B is for Aluminum Sign Blanks and Breakaway Galvanized Sign and Base Post.

Spot Market Purchases:

Spot market purchases procedures may be initiated either by the using County department or by the Department of Procurement Management (DPM). Procedures are subject to change by DPM, as necessary.

1. Written spot market quotes will be gathered from all pre-qualified pool vendors for items in the appropriate groups.

All pre-qualified bidders will be invited to offer a fixed price for a specific job(s). The award of such job(s) will be made to the lowest responsive, responsible bidder(s) meeting the specifications

2. The responsive, responsible vendor offering the lowest fixed price meeting the requirements of the quote shall be awarded the work for the specific project. The award to one vendor for a specific project does not preclude the ability of that vendor from submitting offers for other future quote(s).
3. The user department issuing the Request for Quote (RFQ) shall be responsible for the proper documentation of the quotation process to include but not limited to:
 - Request for Quote Form
 - Addenda, if required
 - Quotes submitted by vendors
 - Tally Sheet
 - Notice of award
 - Correspondence
4. Request for Quotes (RFQ) threshold:
 - RFQ from \$0.00-\$25,000 are initiated by County Departments. The RFQ form shall be prepared, signed, and submitted by the buyer handling the quotation at the user department level. Upon request, the user department will provide a copy of the request for quote, tally sheet, proposals, correspondence, and award recommendation.
 - RFQ over \$25,000: scope of work shall be routed to DPM to initiate the solicitation process. DPM will provide the County Department(s) with a bid Award Recommendation (BAR) form, vendor(s) proposals, and tally sheet for their evaluation and recommendation. Once approved by DPM, County Department issues the release (PO).

5. Pre-Qualified Vendors:

Annat, Inc. 1095 5th Avenue No. Naples, FL 33940 Ph: 800/239-5366 Fax: 239 262-4639 Email: SALES@MUNICIPALSIGNS.COM
Mc Cain Sales of Florida, Inc. 2912 Orange Avenue Ft. Pierce, FL 34947 Ph: 800/432-0331 Fax: 772 461-0669 Email: DRM2912@AOL.COM
Osburn Associates, Inc. 11932 Street Rt 93rd North Logan, OH 343139 Ph: 800/523-8917 Fax: 740 385-7592 Email: SCASTIN@OSBURNASSOCIATES.NET
Ri Del Manufacturing, Inc. 1754 W Walnut Chicago, IL 60612 Ph: 312 829-8720 Fax: 312 829-8761 Email: JRANOHA@RIDELMFG.COM
Rocal, Inc. 3186 County Road 550 Frankfort, OH 45628 Ph: 800/992-8633 Fax: 740 998-2073 Email: ACHRISTOPHER@ROCAL.COM
Traffic Safety Company 1100 West Main P O Box 690 Green Forest, AR 72638 Ph: 800/571-9525 Fax: 888 407-3779 Email: TSBANIKA@ALLTEL.NET

Note: During the term of this contract, the County reserves the right to add all qualified vendors who meet the criteria to the pool and/or delete vendors, and manufacturer's as deemed and in its best interest.